

Minutes

Kingston Fire District
Board of Wardens Meeting
22 August 2013

Present: Wardens Sandra Koerner, Elizabeth McNab, Vincent Rose and Ina Sciabarrasi. Also, present were Tax Collector Linda Mendillo (left at 7:30 pm), Treasurer Carleen Lefebvre, Stephen Baker - Director of Public Safety & Emergency Management URI, Chief Nathan Barrington, DC Thomas Reed, DC Christopher DeGrave, Tax, Lt. James McMahon, FF Michael Terrio and District Manager Jodi Hall.

Absent: Warden Donald Cobb.

Call to Order: VP Sciabarrasi called the Board of Wardens Meeting to order at 6:34 pm.

Information/Comments/Questions from the Public: DC DeGrave introduced FF Terrio as he is the newest member since finishing his probationary period. He is also, currently, a Jr. Resident. He joined in January 2013, completed the application period and then the probationary period this all includes rigorous training and testing and he did 50 duty shifts during that time. He will certainly be a benefit to the District. He was welcomed and then left the meeting.

Motion: Rose made and Koerner seconded a motion to accept Minutes from the Wardens Meeting on 07/25/13. McNab abstained as she was not present at that meeting.

The minutes were reviewed. There were no further questions.

The motion passed unanimously.

Tax Collector's Report:

Motion: Rose made and McNab seconded a motion to accept the Tax Collector's Report.

Mendillo presented the Tax Collector's Report. In addition to the report presented Mendillo advised that Board that she and Hall met with the Town regarding the new tax software. There is another meeting in September that they will be attending with the software company; Warden Koerner said she will also attend that meeting. There was no further discussion or questions.

The motion passed unanimously.

URI Report:

Motion: Koerner made and Rose seconded a motion to accept the URI Report.

Baker presented the URI Report. There was no further discussion or questions.

The motion passed unanimously.

Chiefs' Report:

Motion: McNab made and Koerner seconded a motion to accept the Chiefs' Reports.

Barrington presented his report. The search and rescue was a success. Greenwood was the only qualified bid presented for the purchase of a new Aerial Ladder Truck. The Chief recommended that we proceed with that bid. The quotes for financing for the Aerial Ladder Truck were presented. It was recommended by the Chief and Finance Committee to award the bid to Leasing 2, Inc. There were no further questions with regard to Barrington's report.

Reed presented his report. There was no further discussion or questions.

DeGrave presented his report. There was no further discussion or questions.

The motion passed unanimously.

Motion: Rose made and Koerner seconded a motion to award the bid for the new Aerial Ladder Truck to Greenwood.

The motion passed unanimously.

Motion: Koerner made and McNab seconded a motion to award the bid for financing the new Aerial Ladder Truck to Leasing 2, Inc.

The motion passed unanimously.

Treasurer's Report:

Motion: Koerner made and Rose seconded a motion to accept the Treasurer's Report.

Lefebvre presented the Treasurer's Report. In reviewing the report Sciabarrasi asked for clarification on some of the line items. Lefebvre responded that there was a formula error and some items needed to be taken care of after the annual Audit and some are budgeted transfers to be completed. There was no further discussion or questions.

The motion passed unanimously.

Finance Committee up-date/report: Meeting was held today at 9:00 a.m. Sciabarrasi updated the Board on the meeting. The year-end budget was tabled as it is pending the annual Audit. The current budget was reviewed. At the meeting Wyman explained the issue of tying URI to the Aerial Truck debt and will be revisiting the Agreement to put in wording specifying the payment of equipment needed and for URI to support the purchase. There was no further discussion or questions. No Motion was made

Next Meeting: October 24, 2013 at 9:00 a.m.

New Business:

Policies to review for Posting:

There were no policies presented for review.

Policies to approve/adopt:

Motion: Rose made and Koerner seconded a motion to repost the 10-027 No Smoking Policy.

The motion passed unanimously.

Motion: Koerner made and McNab seconded a motion to adopt the 40-003 Apparatus Backing Procedure Policy.

The motion passed unanimously.

Old Business:

- **Radio Service Contract – microwave link:** There has been no further progress. There was no further discussion. There was no motion made

Communications: Hall presented the Board with a letter and information from USDA to have the annual building debt automatically withdrawn each year. She has been contacted by USDA and has been told that it is mandatory. Sciabarrasi will take a copy of the information and review as it is thought that Federal Law prohibits making it mandatory. No motions were made.

Information: Annual Awards Brunch October 20th.

Next Meetings:

- October 24, 2013 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- November 14, 2013 at 6:30 PM at the KFD Station – Workshop
- December 12, 2013 at 6:30 PM at the KFD Station – Monthly Wardens Meeting

Adjournment:

Motion: Rose made and McNab seconded a motion to adjourn the meeting.

The meeting was adjourned at 7:40 p.m.

The motion passed unanimously.

Respectfully submitted,

Jodi Hall
District Manager